



CANNON BUILDING
861 SILVER LAKE BLVD., SUITE 203
DOVER, DELAWARE 19904-2467

STATE OF DELAWARE
DEPARTMENT OF STATE

DIVISION OF PROFESSIONAL REGULATION

TELEPHONE: (302) 744-4500
FAX: (302) 739-2711
WEBSITE: WWW.DPR.DELAWARE.GOV

BOARD OF COSMETOLOGY AND BARBERING APPLICATION FOR NEW SHOP

LICENSING REQUIREMENTS:

1. Completed application form
2. Copy of current Delaware license (cosmetologist, barber, nail technician, electrologist, aesthetician)
3. Attached plans on 8-1/2 x 11" paper or blueprints
4. Required non-refundable processing fee (check or money order) made payable to the "State of Delaware" (See enclosed Fee Schedule.)
5. Attach copy of current Delaware Division of Revenue Business License. (If shop is located in Wilmington, also attach copy City of Wilmington Revenue Business License.)
6. If your shop is in the city limits of Wilmington, Dover, Rehoboth Beach or other municipality requiring a town/city business license, attach a copy.

You will be notified in writing of the Board's decision regarding approval or rejection of your new shop application. **There is no inspection prior to opening.**

The license law and Board's Rules and Regulations are available at www.dpr.delaware.gov.

Remember to contact the Division of Revenue to obtain a Business License.
Wilmington (302) 577-5800, Georgetown (302) 856-5358 Dover (302) 739-5251



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**BOARD OF COSMETOLOGY AND BARBERING
APPLICATION TO ESTABLISH NEW SHOP**

Date of application_____

Name of owner_____

Home address_____

Street	City	State	Zip
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Owner home telephone number_____ Shop telephone number_____

Name of shop_____

**Shop address_____

Street	City	State	Zip
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****SHOP ADDRESS MUST HAVE ACTUAL MAIL RECEPTACLE TO RECEIVE MAIL****

Name of cosmetologist/nail technician/barber, etc. who owns or will be working in shop_____ Delaware license number_____

Is this an existing salon/barber shop? Yes_____ No_____

Anticipated date of shop opening _____

The Board office must receive items submitted for the Board to consider at its meeting no later than two full business days before the meeting. In order to be considered at a Board meeting, license applications must be complete two full business days before the meeting. A complete application is one that includes all required documentation and correct payment.

Applications that are not complete within six (6) months of filing may be considered abandoned and discarded. The Board office will attempt to notify you before disposing of an abandoned application.

Please note: When your application is complete, please allow 4-8 weeks to receive your license.

AFFIDAVIT

I do hereby certify that the information given by me in this application is true to the best of my knowledge and belief and is made for the express purpose of obtaining a license.

I am aware that intentionally submitting false information may result in denial of a license and referral to the Attorney General's office for appropriate action.

Signature of Owner _____ Date _____

State of _____

S.S.

County or City of _____

_____ being first duly sworn, deposes and says that he/she is the person who executed this application, that the statements herein contained are true and that he/she has read and understands this affidavit.

Subscribed and sworn to before me this _____ day of _____ 20_____.

My commission expires _____

_____ Signature of Notary Public

SEAL

Send completed application to:

**Division of Professional Regulation
Board of Cosmetology and Barbering
861 Silver Lake Blvd.
Cannon Building, Suite 203
Dover, Delaware 19904**

Revised: 07/15/2005